



2014

Public Health - Seattle & King County
TEMPORARY FOOD SERVICE APPLICATION

New! Now you can apply on-line at <http://www.kingcounty.gov/healthservices/health/ehs/portal.aspx>

TYPE OR PRINT LEGIBLY- DUE AT DISTRICT OFFICE AT LEAST 14 DAYS PRIOR TO EVENT

\$281 _____ 6210 (P/E) \$55 _____ 6220 (P/E) \$50 _____ \$100 _____ \$ _____	<p>Temporary Event Permits Serving food at a special event for 21 days or less.</p> <p>Limited Temporary Event Permits (includes sampling/ demonstration-no raw oysters, raw milk, melon or cooking raw meat/poultry/fish.)</p> <p>Late fees apply to both Limited Temporary and Temporary Event Permits.</p> <p>Late Fee, application made 3-5 days prior to the event.</p> <p>Late Fee, application made 1-2 days prior to event must be submitted in-person and requires supervisor approval.</p> <p>Total</p>	<p>For Office Use Only</p> <p>Permit No. (Service Request No.)</p> <hr/> <p>Inspection Code (District)</p> <hr/> <p>(Account Rec. ID)</p> <hr/> <p>Invoice No.</p>
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1. **Name of Booth:** _____ **Contact Person:** _____ **Email:** _____
Home Address: _____ **City:** _____ **Zip:** _____ **Phone: ()** _____
2. **Event:** _____ **Event Coordinator:** _____ **Phone: ()** _____
Event/Address _____ **City:** _____ **Zip:** _____
Event Dates: _____ **Event Hours:** _____
Is this your first time at this event? _____
3. **Where is the food prepared and stored? What agency permits the location?** No home storage of foods is allowed
Facility Name: _____ **Address:** _____ **City:** _____ **Zip:** _____
Permitting Agency: _____ **Dates and Times Kitchen Used:** _____
4. **MENU** (include beverages and all extra ingredients served with each item) and **PREPARATION PROCEDURES:**
 a) Check which preparation procedure each menu item requires at the **RESTAURANT:**

FOOD	thaw	cut/ assemble	cook/ bake	cool	cold holding	reheat	hot holding	portion/ package	storage
1.									
2.									
3.									
4.									

- b) Check which preparation procedure each item requires at the **BOOTH:**

FOOD	cold holding	cook/ grill	reheat	hot holding	assemble	other
1.						
2.						
3.						
4.						

NOTE: Use a separate sheet of paper if you are unable to fit all of your menu items onto this form.

5. How will you provide temperature control for potentially hazardous foods? Circle as many as you will be using.

Foods must be 41°F or colder, or 135°F or hotter. Check with your thermometer

Hot holding: steam table, oven, BBQ, gas grill, wok, steamers, stove, hot holding case, other (list) _____

Reheating or cooking: oven, BBQ, gas grill, wok, steamers, stove, other (list) _____

Cold holding: refrigerator, refrigerated truck, refreezable ice/cooler, dry ice/cooler, drained iced, freezer, other (list) _____

During Transport: _____

6. Describe booth:

Floor _____

Roof _____

Walls _____

Walls and ceiling must be made of wood, canvas, or other material that protects the interior of the booth from dirt and weather. Floors must be made from a cleanable material, not grass or dirt. All activity and food storage must fit inside the booth.

ADDITIONAL REQUIREMENTS:

1. Provide a gravity flow handwashing facility in your booth. This consists of an insulated container with a spigot that can lock in open position – capacity of 5 gallons or more filled with warm water about 100°F, a tub or bucket for waste water, pump soap and paper towels. Check the handwash facilities throughout the day and refill when needed. **WASH HANDS FREQUENTLY!**
2. No bare hand contact with ready to eat foods. No sick food workers present.
3. Provide sanitizer solution for wiping cloths. This solution consists of 1 teaspoon of bleach per gallon of water.
4. A digital stem thermometer is required if you serve potentially hazardous foods. Check temperatures frequently.
5. Foods prepared, cooked or displayed on the front counter must be protected with a sneeze guard.
6. Have copies of food worker cards in the booth.
7. Provide water from an approved source.
8. Dispose wastewater in a sanitary sewer. Disposal of wastewater in storm drains or on the ground is not allowed.
9. Provide restrooms for your employees. Restrooms must have hand sinks with hot and cold running water. **WASH HANDS BEFORE RETURNING TO THE BOOTH.** (Portable toilets are not allowed, unless portable hand washing facilities with hot water, soap and paper towels are provided.)
10. Provide plumbed dishwashing facilities if you are preparing food at the event or if the event is more than one day. For large events the event coordinator may supply a three compartment sink for you to use. Soap and sanitizer must also be provided. Dish tubs are not acceptable.
11. All food, single service utensils, napkins, etc., must be stored off the ground and under cover.
12. Permit fees may only be refunded if the applicant withdraws the application more than 14 days before the event or as otherwise provided in BOH 2.10.100. An administrative fee of \$25 is deducted from each refund (BOH 2.06.070). Fees are not transferable.

YOUR APPLICATION MUST BE RECEIVED AT LEAST 14 DAYS PRIOR TO THE EVENT. APPLICATIONS RECEIVED LESS THAN 1-2 DAYS PRIOR TO THE EVENT MAY NOT BE APPROVED OR THE MENU MAY BE RESTRICTED. ONCE THE APPLICATION IS APPROVED, NO CHANGES MAY BE MADE WITHOUT APPROVAL BY THE HEALTH OFFICER. UNAUTHORIZED CHANGES MAY BE SUBJECT TO PERMIT SUSPENSION.

Signature of Operator
(Signing this application indicates that all guidelines will be met.)

Signature of Health Officer

Verified permit and operational information with _____ Date: _____

Please submit your application to

EASTGATE	DOWNTOWN SEATTLE
14350 S.E. Eastgate Way	401 - 5 th Avenue, Suite 1100
Bellevue, WA 98007	Seattle, WA 98104
(206) 296-9791	(206) 263-9566

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